



## **Mini Grants Available to Support Parent Groups In Taking Action For Healthy Kids in Montana Schools!**

April 13, 2004

Dear Parent Council or Organization,

Are you interested in supporting students in making healthy food choices or being more physically active while at school? Do you have innovative ideas that will help students eat better, learn more about nutrition, or be more physically active while at school? Are you in need of funds to implement your ideas?

If you answered yes, you will want to apply for an exciting grant opportunity.

The *Parents Taking Action for Healthy Kids in Montana Schools Grant* is the result of a collaboration of the Montana Action for Healthy Kids Team and Eat Right Montana Coalition. Mini-grants of up to **\$1,000 each (\$300, 500, 750, or 1,000)** will be awarded to school parent councils/organizations that take positive, sustainable action steps to improve access to healthful foods, physical activity or health education for their students. The coalition is offering a total of \$10,000 to support school parent councils/organizations that want to improve the health of students by creating a healthier environment.

Please share this letter and mini-grant application with interested students, teachers, administrators, school food service personnel and community members. The application must be received by May 24, 2004. Grants will be awarded as early as June 10, 2004, and the funds must be used by November 1, 2004.

### **Awards will be provided based on the following criteria: (100 point scale)**

- Does the project plan address at least one of the three goals identified to guide the work of the Montana Action for Healthy Kids State Team? See Attachment A – *Montana Action for Healthy Kids Guiding Goals and Sample Project Ideas* (5 points)
- Does the Project Plan describe outcome, steps, activities, and evaluation plan to accomplish outcome.(45 points)

- Will the project plan involve parents, students, school staff and community members through a collaborative effort? (10 points)
- Are projected outcomes of the plan sustainable? (10 points)
- Is the budget appropriate for project? See Attachment B - Budget Form. (25 points)
- Is the application and budget complete and are they submitted by the deadline?  
**Project plan deadline is May 24, 2004.** (5 points)

For more information, please contact Lisa Bornhoft, RD at 406-228-3626 or [fborli@fmdh.org](mailto:fborli@fmdh.org) or Katie Bark, RD at 406-994-5641 or [kbark@state.mt.us](mailto:kbark@state.mt.us). All application forms are also available online at the Office of Public Instruction, School Nutrition Programs website at: [www.opi.state.mt.us/schoolfood/index](http://www.opi.state.mt.us/schoolfood/index).

Sincerely,

Lisa Bornhoft, RD  
Co-Chair  
800-322-3634 X 3380  
[fborli@fmdh.org](mailto:fborli@fmdh.org)

Katie Bark, RD  
Co-Chair  
406-994-5641  
[kbark@state.mt.us](mailto:kbark@state.mt.us)

Send Applications to:  
Montana Action for Healthy Kids Team  
c/o Eat Right Montana  
P. O. Box 5155  
Bozeman, MT 59717-5155

Or fax to: 406-994-7300

Or email to: Anne Schumacher at [adshumacher@montana.edu](mailto:adshumacher@montana.edu)



**Parents Taking Action for Healthy Kids in Montana Schools**  
**MINI GRANT APPLICATION**

**Applications must be received by May 24, 2004**  
**Funds must be used by November 1, 2004**

*Please type or print neatly. Attach additional pages if needed.*

**Name of Parent Council/Organization:** \_\_\_\_\_

**Name of School/School District:** \_\_\_\_\_

**Address/City/State/Zip:** \_\_\_\_\_

**School Phone:** \_\_\_\_\_ **School Fax:** \_\_\_\_\_

**Grades served by your school:** \_\_\_\_\_ **Enrollment:** \_\_\_\_\_

**Contact Person for Grant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Home Address/City/State/Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

1. **Title of Project:**
2. **Target audience:**
3. **Estimated number of people the project will impact:**
4. **List the goal(s) of the Commitment to Change Goals (from Attachment A) that is (are) being addressed: 5 points**

**Project Plan (Questions 5, 6, & 7): 45 points**

5. **Desired Outcome** (what do you specifically want to result from this project?)

6. **Project Description:** (please describe the project in detail –what you plan to do and steps to accomplish it)

7. **Evaluation Plan:** (How will outcome(s) be measured?):

8. **Describe how you will involve parents, students, school staff and the community (contact with local media is recommended) in the project: 10 points**

9. **Describe how this project will be sustained after the grant period is over: 10 points:**

10. **Please indicate the amount of the mini-grant requested (check box) and complete Attachment C (Budget Detail Form): 25 points**

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- ☐ \$300
- ☐ \$500
- ☐ \$750
- ☐ \$1,000
- ☐ Other\_\_\_\_\_ (maximum \$1,000)

I verify that the funds from this mini-grant will be used specifically to fund the Parents Taking Action for *Healthy Kids in Montana Schools Grant* as detailed above. I understand that a short follow-up report will be required after completion of the project.

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Parent Council/Organization Contact Signature

\_\_\_\_\_  
Date:

Your School's tax ID#: \_\_\_\_\_ This is required for review of the application.

(The grant award check will be made out to the school unless otherwise specified here: \_\_\_\_\_)

**Applications must be received by May 24, 2004**

Applications will be accepted via mail , FAX, or e-mail. If sending an electronic version, please call Anne Schumacher to verify that it was received.

E-mail: [adschumacher@montana.edu](mailto:adschumacher@montana.edu)

Phone: (406) 994-5397

Fax: (406) 994-7300



## **Attachment A:** **Montana Action for Healthy Kids Guiding Goals and Sample Project Ideas**

### **Montana AFHK Goals:**

The following three goals have been selected to guide the activities of the MT Action for Healthy Kids State Team. These 3 goals were selected from the National Action for Healthy Kids *Commitment to Change* goals. All Montana Action for Healthy Kids projects should relate somehow to one of these three guiding goals:

- 1) Providing age-appropriate and culturally sensitive instruction in health education and physical education that helps students develop the knowledge, attitudes, skills and behaviors to adopt, maintain and enjoy healthy eating habits and a physically active lifestyle
- 2) Ensuring that healthy snacks and foods are provided in vending machines, school stores and other venues within the school's control.
- 3) Encouraging the use of school facilities for physical activity programs offered by the school and/or community-based organizations outside of school hours.

**Projects emphasizing long term environmental improvement over a one time event are preferred.**

### **Sample Project Ideas:**

The above goals may be achieved by various activities and strategies. The following are some examples of possible project activities, listed according to the MT AFHK goal addressed:

#### **Goal 1: Projects that support the school's ability to enhance health education and physical activity opportunities for students during or after the school day can achieve**

- ✓ Health education curricula (to include nutrition)
- ✓ Resources or supplies could be purchased for school staff to use in classroom instruction
- ✓ Funds could be used to support educators in obtaining training in nutrition education for students.
- ✓ Funds can be used for physical education equipment or supplies (i.e. pedometers) for use by students during the health enhancement classes, recess, or in before or after school programs.

#### **Goal 2: Projects could help support improvements in the foods offered through sports concessions, fundraisers, classroom parties, vending machines, school meal programs, classroom student rewards, and snacks parents send to school.**

- ✓ Purchase equipment or supplies in order to serve more fresh fruits and vegetables, low-fat dairy, lean protein products or whole grains in the
  - school nutrition program,
  - concessions,
  - vending machine,
  - student store.

#### **Goal 3: Projects can support the use of school facilities for physical activity programs in an after school or summer program (including intramural programs or physical activity clubs). Funds can support:**

- ✓ Procurement of equipment or supplies,
- ✓ Staff time, and
- ✓ Reasonable costs associated with physical activity programs occurring in school facilities.

**Don't limit your ideas to this list. Create a project plan that meets your school needs.**

***For More Ideas and Information on taking action for healthy kids:***  
***Check out National Action for Healthy Kids website at : [www.ActionForHealthyKids.org](http://www.ActionForHealthyKids.org)***  
***or***  
***USDA's Team Nutrition Program at***  
***[www.fns.usda.gov/tn](http://www.fns.usda.gov/tn)***

**Attachment B**  
**Budget Detail**

**Project Title:** \_\_\_\_\_

**Parent Council/Organization:** \_\_\_\_\_

<b>Categories</b>	<b>Amount (\$)</b>	<b>How Will Funds Be Used?</b>
<b>Food for Nutrition Education Activities</b>		
<b>Nutrition Education or Physical Activity Resources or Supplies</b>		
<b>Equipment</b>		
<b>Marketing/Promotion</b>		
<b>Other: (specify)</b>		
<b>Total</b>	<b>\$</b>	

\_\_\_\_\_  
Parent Council/Organization Contact Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

**Additional Comments**

Montana Action for Healthy Kids Team  
C/O Eat Right Montana  
P.O. Box 5155  
Bozeman, MT 59717-5155

Please open immediately - Important

Dated Grant opportunity enclosed